**February 27, 2014, 6:30 PM**

**5328 Brann Street, Oakland, CA 94619**

**Minutes from the Regular Meeting of the Urban Montessori Charter School**

**Attendance:** Peppina Liano Chang (left at 8:26), Tony Emerson, Daishi Harada, Peter Laub, Hae Sin Thomas (arrived at 7:27), Randy Weiner.

**Guests:** Jill Stansbury, Erin Hennigan

6:35 – Mr. Laub performed roll call.

6:39 – Public Comment

No public in attendance.

6:39 – Appreciations

Mr. Weiner appreciated the teachers for their work at the parent night.

Ms. Chang appreciated the Executive Director’s Annual Report.

Mr. Emerson appreciated the administration for inviting him to join the teacher PD to discuss equity issues.

6:43 – Approval of the Minutes

Minutes approval will be tabled until the next meeting.

6:44 – Annual Report

Ms. Stansbury reviewed the content of the annual report to be sent to the county including the testing data. She noted that since last year, the reading levels of 75% of the students who were tested last year who were below grade level had increased at least one grade level, and 45% had increased two grade levels. She also reviewed the parent feedback. She also reviewed the assessments that the school did and did not administer in the prior year.

Mr. Emerson made a motion to approve the 2012-13 Annual Report.

Mr. Harada seconded the motion.

Vote:

Ms. Chang – yes

Mr. Emerson – yes

Mr. Harada – yes

Mr. Laub – yes

Mr. Weiner – yes

7:05 – Approval of Calendar

Ms. Stansbury described the major changes to the calendar, including adjusting the gratitude festival so that it doesn’t match up as closely to Thanksgiving which was viewed as offensive by some members of the Native American community in the school. She also noted that the minimum day was longer.

Mr. Harada noted that one parent was concerned that the school offered less than 180 days, which was used as a standard.

Mr. Weiner and Ms. Stansbury noted that a Montessori school gains six weeks since there is a faster transition to learning at the beginning of the year.

Ms. Chang noted that her school is open 205 days and that there is data that the challenge in American education isn’t the schools themselves but instead that students are on vacation too much.

Mr. Emerson made a motion to approve the 2014-15 calendar.

Ms. Chang seconded the motion.

Vote:

Ms. Chang – yes

Mr. Emerson – yes

Mr. Harada – yes

Mr. Laub – yes

Mr. Weiner – yes

7:20 – Special Education Certification and Assurances

Ms. Stansbury explained the annual certification

Mr. Emerson made a motion to approve the Alameda County Annual Special Education Certification and Assurances.

Mr. Laub seconded the motion.

Vote:

Ms. Chang – yes

Mr. Emerson – yes

Mr. Harada – yes

Mr. Laub – yes

Mr. Weiner – yes

7:30 – Loan Forgiveness for Montessori credentialing and BTSA

Ms. Stansbury explained setting up a loan forgiveness program for Montessori accreditation after one year of post-accreditation service. Mr. Laub recommended extending the years of service to two years from one beyond the accreditation. Mr. Weiner recommended starting the forgiveness after full accreditation rather than forgiving the first third after the first year of training.

Mr. Laub made a motion to approve the Montessori accreditation loan forgiveness program with the following amendments:

1. Loan forgiveness starts the school year after the teacher has become fully Montessori certified.
2. Loan forgiveness is 50% of the fees at the end of the first full year after full Montessori certification and 50% fee forgiveness at the end of the second full year after full Montessori certification.

Mr. Emerson seconded the motion.

Vote:

Ms. Chang – yes

Mr. Emerson – yes

Mr. Harada – yes

Mr. Laub – yes

Ms. Thomas – yes

Mr. Weiner – yes

7:59 – Approval of the 2012-13 SARC

Ms. Stansbury presented the SARC.

Mr. Weiner made a motion to approve the SARC.

Ms. Chang seconded the motion.

Vote:

Ms. Chang – yes

Mr. Emerson – yes

Mr. Harada – yes

Mr. Laub – yes

Ms. Thomas – yes

Mr. Weiner – yes

8:00 – Approval of the 2012-13 tax return

Mr. Weiner, representing the audit committee, presented the tax return for approval.

Mr. Weiner made a motion to approve the 990 tax return.

Ms. Thomas seconded the motion.

Vote:

Ms. Chang – yes

Mr. Emerson – yes

Mr. Harada – yes

Mr. Laub – yes

Ms. Thomas – yes

Mr. Weiner – yes

8:00 – Safe Place to Learn Policy

Mr. Hennigan explained the bullying policy. He noted that the policy defines bullying and

Mr. Harada asked what the school input was. Mr. Hennigan noted that staff reviewed it, the FAC reviewed it, and the student support committee reviewed it.

Mr. Weiner made a motion to the Safe Place Learn Policy

Ms. Chang seconded the motion.

Vote:

Ms. Chang – yes

Mr. Emerson – yes

Mr. Harada – yes

Mr. Laub – yes

Ms. Thomas – yes

Mr. Weiner – yes

8:07 – Protected Prayer Certification

Mr. Laub explained that the Protected Prayer Certification is a requirement to accept Title I funds.

Mr. Weiner made a motion to approve the Protected Prayer Certification.

Ms. Chang seconded the motion.

Vote:

Ms. Chang – yes

Mr. Emerson – yes

Mr. Harada – yes

Mr. Laub – yes

Ms. Thomas – yes

Mr. Weiner – yes

8:07 – CARS

Mr. Laub explained the CARS application.

Mr. Laub made a motion to approve the CARS application.

Mr. Emerson seconded the motion.

Vote:

Ms. Chang – yes

Mr. Emerson – yes

Mr. Harada – yes

Mr. Laub – yes

Ms. Thomas – yes

Mr. Weiner – yes

8:12 – Head of School Report.

Ms. Stansbury reviewed her report. Please reference the report.

Ms. Stansbury passed out the two letters of concern from the county.

8:28 – Finance Committee report

Mr. Laub shared the contents of the letter, including the county’s requirement that the school get to a zero fund balance by the end of the school year. Mr. Laub shared that the finance committee had met a number of times to review potential cuts. He also shared that there was a second tier of cuts that we could implement if fundraising falls short later in the year.

Mr. Laub then presented the financials and powerpoint presentation.

8:50 – Fundraising

Mr. Weiner reviewed the progress on fundraising.

Ms. Thomas reviewed the progress on the auction.

9:11 – Meeting adjourned.